



The Dr. Dionel Avilés '53 and Dr. James Johnson '67 Fellowship Program

Reviewer Informational

January 25, 2023
10:00 am – 11:00 am CST
Nagle 113 and Zoom

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Presentation Outline



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- Avilés-Johnson Fellowship Program
- Avilés-Johnson Fellowship Program Review Process
- Avilés-Johnson Fellowship Program Timeline
- Questions

Avilés-Johnson Fellowship Program



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The **Dr. Dionel Avilés '53 and Dr. James Johnson '67 Fellowship Program** seeks to increase diversity in the graduate and professional student population at Texas A&M University and support the development of high achieving scholars who show promise of distinguished careers for the benefit of all students.

Nomination timeline

- **Round 1: February 1, 2023**
- **Round 2: March 1, 2023**



Dr. Dionel Avilés '53



Dr. James E. Johnson '67

ELIGIBILITY

- Nominees must be **U.S. citizens** or **permanent residents** who will earn bachelor's or master's degrees no later than August 2023 and have applied for graduate admission to Texas A&M for the Summer or Fall 2023.
- While it is not required that nominees be admitted at the time of nomination, the nominating department is expected to offer admission to nominees and execute an "admit" decision code in the admission portal should they be awarded the fellowship.
- Master's students currently enrolled at TAMU are eligible for doctoral nominations. They **are not** eligible for master's nominations.
- Doctoral students currently enrolled at TAMU **are not** eligible for doctoral nominations.

ELIGIBILITY

Nominees should have a superior academic record and meet one or more of the following criteria:

1. Belong to gender, racial or ethnic groups that have been historically under-represented in graduate study in their discipline, in the United States, or at TAMU;
2. Have attended a minority serving institution for at least two years of their undergraduate degree or have an undergraduate degree conferred from a minority serving institution, as defined by the U.S. Department of Education;

ELIGIBILITY

Nominees should have a superior academic record and meet one or more of the following criteria:

3. Have a disability defined as a physical or mental impairment that substantially limits one or more major life activities, as described in Americans with Disabilities Act of 1990, as amended;
4. Be a veteran of the U.S. military; or

ELIGIBILITY

Nominees should have a superior academic record and meet one or more of the following criteria:

5. Come from a disadvantaged background, as defined by the National Institutes of Health (NIH), for those who meet two or more of the following criteria:
- Were or are currently homeless, as defined by the McKinney-Vento Assistance Act;
 - Were or are currently in the foster care system, as defined by the Administration for Children and Families;
 - Were eligible for the Federal Free and Reduced Lunch Program for two or more years;
 - Have/had no parents or legal guardians who completed a bachelor's degree;
 - Were or are currently eligible for Federal Pell grants;
 - Received support from the Special Supplemental Nutrition Program for Women, Infants and Children (WIC) as a parent or child;
 - Grew up in one of the following areas: (a) a U.S. rural area, as designated by the Health Resources and Services Administration (HRSA) Rural Health Grants Eligibility Analyzer, or (b) a Centers for Medicare and Medicaid Services-designated Low-Income and Health Professional Shortage Areas (qualifying zip codes are included here). Only one of the two possibilities (a or b) can be used as a criterion for the disadvantaged background definition.

Avilés-Johnson Fellowship Program



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ELIGIBILITY

In addition to meeting the stated criteria of eligibility, nominees for the 2023-2024 Avilés-Johnson Fellowship Program must be applying for enrollment in the following colleges/schools or interdisciplinary degree programs:

Colleges/Schools: Agriculture and Life Sciences, Architecture, Arts and Sciences, Bush School of Government and Public Service, Education and Human Development, Engineering, Mays Business School, Performance, Visualization and Fine Arts, or Veterinary Medicine and Biomedical Sciences.

Interdisciplinary Degree Programs: Biotechnology, Ecology and Evolutionary Biology, Molecular and Environmental Plant Sciences, Genetics, Neuroscience, Toxicology, or Water Management and Hydrological Science.

Nomination Packet Components



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- **Nomination letter** clearly describing nominee's: 1) superior academic performance, 2) relevant experiences outside the classroom, and 3) other indicators of future success **(2 page maximum)**
- **Diversity statement** addressing how the nominee will contribute to diversity in the nominating department/program, university, and/or future profession. The diversity statement **must** include relevant supporting data and narrative, **correlating with eligibility criteria items (1) – (5)**, about the basis of the nominee's eligibility regarding noted markers of diversity. **(1 page maximum)**

Sample Diversity Statement



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- ✓ Diversity marker identified
- ✓ Relevant supporting data **correlating with eligibility criteria items (1) – (5)**
- ✓ A narrative describing how the applicant will contribute to the diversity of the nominating department or program, university and/or future profession
- ✓ 1 page maximum
- ✓ Sources identified

John Doe is a first-generation, Latino male college student, a target population designated in the Graduate and Professional School's strategic plan for the Dr. Dionel Avilés '53 and Dr. James Johnson '67 Fellowship Program. According to the DARS Fall 2021 certified enrollment report, Latinos comprise approximately 9.3% of doctoral students at Texas A&M University. This percentage is substantially lower than the percentage of Latino undergraduate students which is currently 22.8%. Additionally, of the total population of doctoral students in the College of Arts and Science, only 10.3 % are Latino, and less than 4.3% are Latino male. Through their unique perspectives and experiences, Latino students enhance classroom learning and campus diversity.

https://grad.tamu.edu/getmedia/4f1781a6-6ea8-4253-bfbc-37a564932e0c/Strategic-Plan-10_27_2021.pdf

<https://accountability.tamu.edu/All-Metrics/Graduate-and-Professional-Studies/Graduate-Professional-Applied,-Admitted-Enrolled>

<https://accountability.tamu.edu/All-Metrics/Mixed-Metrics/Student-Demographics>

- **Letters of Recommendation**
- For master's and doctoral nominations of students **NOT** currently enrolled at TAMU:
 - *At least one, but no more than three (3), letters of recommendation for the nominee.*
 - *Letters of recommendation included in GraduateCAS, EngineeringCAS, or BusinessCAS application materials are sufficient.*
- For master's or doctoral nominations of students **currently** enrolled in a TAMU undergraduate program:
 - *Letters of recommendation included in GraduateCAS, EngineeringCAS, or BusinessCAS application materials are sufficient.*
- For doctoral nominations of students **currently** enrolled in a master's program:
 - *Two (2) new letters of recommendation for the student (no more than four (4) total pages).*

- **Nominee's resume or curriculum vitae**
- **GraduateCAS, EngineeringCAS or BusinessCAS application materials**
(e.g., application, personal statement, transcripts, etc.)

- **Diverse Review Committee from 2022-2023 competition**
 - 55 reviewers from 11 different TAMU colleges
 - Round 1 (Doctoral) = 41 Reviewers
 - Round 2 (Doctoral) = 6 Reviewers
 - Master's = 8 Reviewers
- **Number of Review Assignments Per Reviewer**
 - Each reviewer was assigned **9-11** nomination packets

Master's and Doctoral nominations are reviewed separately:

- **Doctoral** = **3 reviewers** for each nomination
 - (1 reviewer within the college, 2 reviewers outside of the college)
- **Master's** = **2 reviewers** for each nomination
 - (1 reviewer within the college, 1 reviewer outside of the college)

Review Process – Evaluation Criteria



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1. **Evidence of superior academic achievement** such as class rank; GPA; honors or other awards; etc.
2. **Relevant experiences outside of the classroom** such as extracurricular experiences related to course of study; leadership experiences; work experiences; military experiences; internships; personal history; international experiences (i.e., study abroad, semester at sea, etc.); research experiences (either at their own university or in summer undergraduate research opportunities at other universities); oral or poster presentations; publications; etc.
3. **Non-cognitive and personal attributes** that speak to the nominee's research potential, adaptability, creativity and collegiality; motivation and experience; persistence in and commitment to educational success; social and emotional skills and character traits; etc.

Review Process – Scoring Rubric



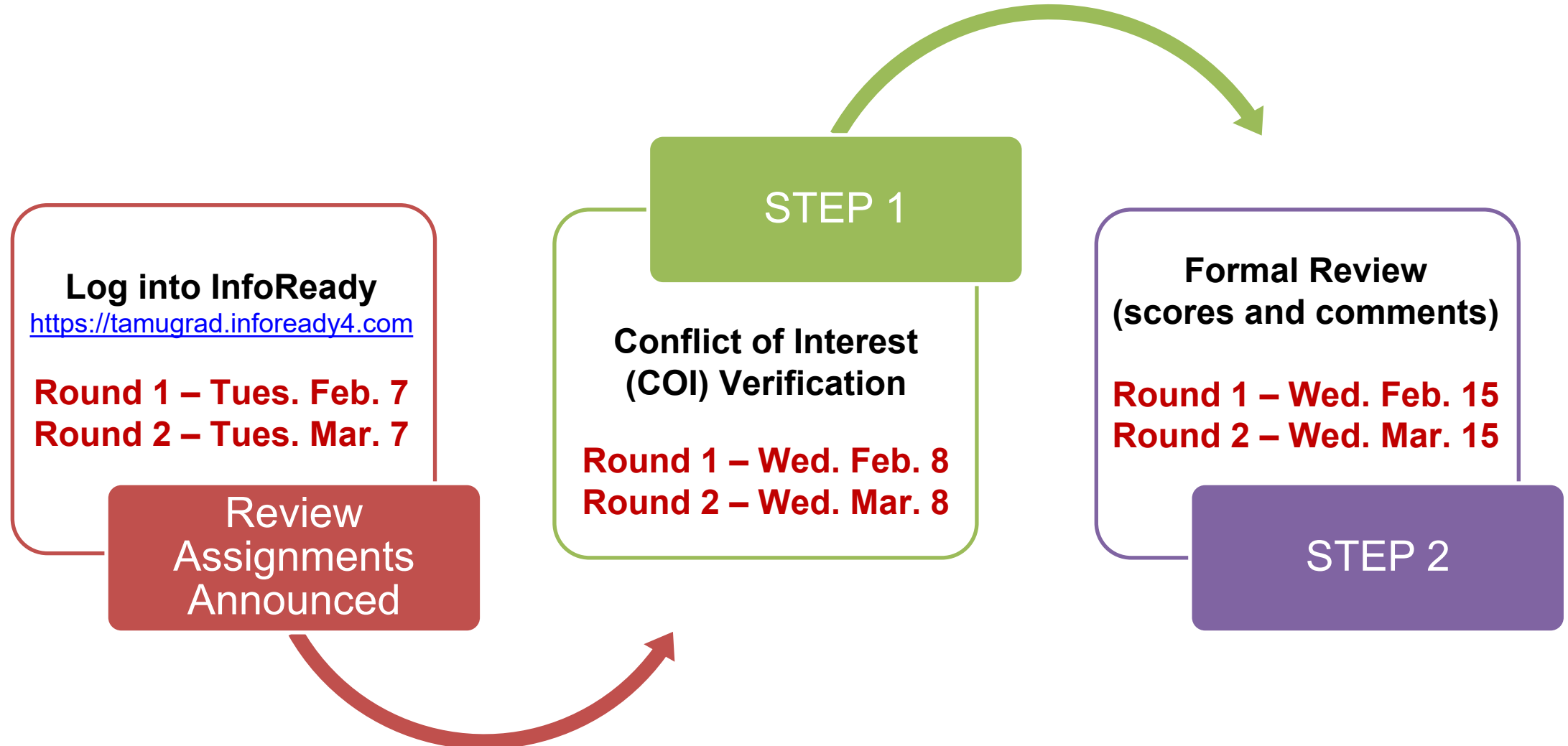
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Rating	Description
10	Absolutely outstanding, likely to be among top 2% of all graduate applicants in this category.
9 - 8	Very strong with only minor weaknesses, likely in the top 5-10% of all graduate applicants in this category.
7 – 6	Commendable, but lacking in several areas, likely to be in the top 20% of all graduate applicants in this category.
≤ 5	Good, but not in the top 20% of all graduate applicants in this category.

Review Process – Summary



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Review Process – Signing into InfoReady



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- Reviews are completed in the **InfoReady** submission system:

<https://tamugrad.infoready4.com>

Check your email for a message from support@inforeadyreview.com that looks similar to the following:

The screenshot shows an email header with the Texas A&M logo and the text "TEXAS A&M UNIVERSITY Graduate and Professional School" and "Application Management". The body of the email reads: "Hello, Texas A&M Graduate and Professional School has requested your assistance to act as a Reviewer for 2022-2023 Dr. Dionel Avilés '53 and Dr. James Johnson '67 Fellowship Program (Doctoral Nominations – Round 1). There is an application ready for your review. Please complete this by Sunday, January 16, 2022. Thank you!" Below this, it says "Application: Application Name" and "Name: Isah Juranek". A button labeled "View Application" is highlighted with a red box.

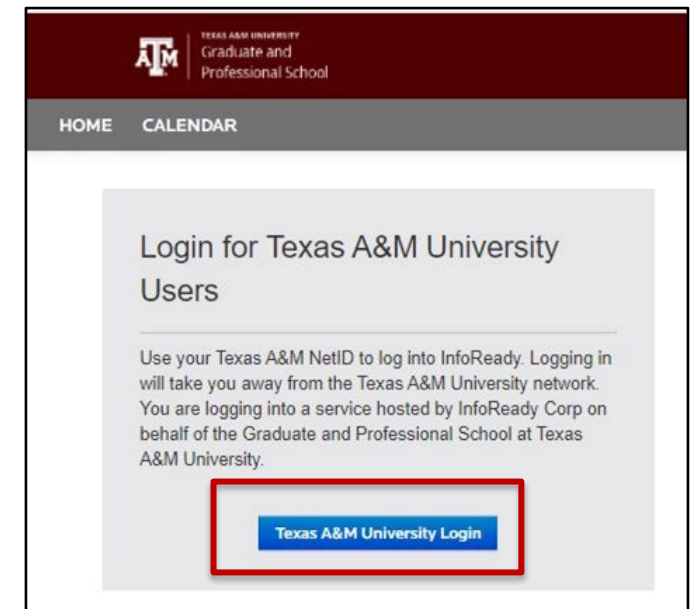
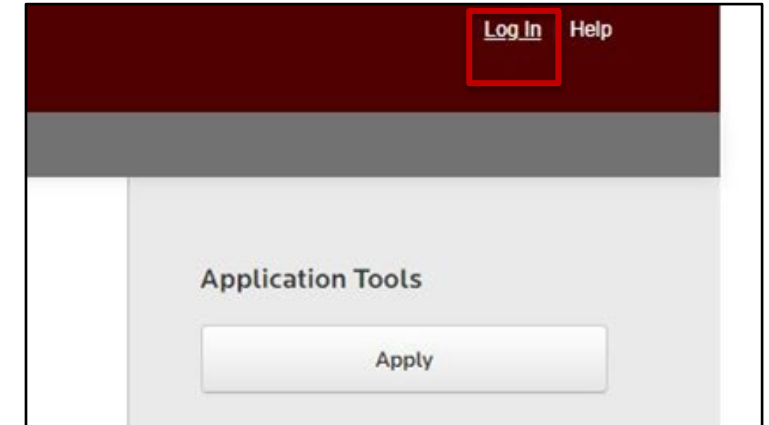
Review Process – Signing into InfoReady



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Please login with the account associated with your @tamu.edu email by clicking on the “Log In” link at the top right-hand corner of the page.

Click the “Texas A&M University Login” blue button. This is CAS authenticated.



Verifying Conflict of Interest (COI) in InfoReady

- Within **24 hours** of receiving your review assignment, please take a few minutes to review your assignments to assure that you do not have a conflict of interest (COI).
- Chief examples of COI for this review:
 - 1) applicant was nominated by your department
 - 2) nominator of student is a colleague with whom you are currently collaborating with on research
 - 3) you have a personal relationship with the nominee.

Nominations from within your college are typically not considered an example of a COI.

Review Process – STEP 1: Verifying COI



Verifying Conflict of Interest (COI) in InfoReady

- Once logged in, please click on the “**REVIEWS**” tab on the top. From there, you will see your review assignments. Click on the application and complete the COI step.

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Hello, Isah | Sign Out | Help

HOME CREATE MANAGE **REVIEWS** APPLICATIONS PROGRESS REPORTS CALENDAR MESSAGES REPORTS

Your Reviews

[Download Pending Applications \(PDF\)](#)

All reviews that have been assigned to you are below. The default view displays assigned reviews you have not yet submitted (Status: Pending). The search, sort, and filtering options allow you to organize your reviews as desired. **To view previously submitted reviews, change the option in the Status column to "Submitted".**

To access a review, click on an application title. Within the review, the "Next" and "Previous" buttons allow you to navigate to the other reviews on your list. The PDF button will download the application packet and include your reviews if already submitted. Return to your list of reviews at any time by clicking "Reviews" in the top navigation bar.

Show entries Search:

Application Title	Applicant	Competition Title	Status	Due Date
Application Title	Name	2022-2023 Dr. Dionel Avilés '53 and Dr. James Johnson '67 Fellowship Program (Doctoral Nominations – Round 1)	Draft	02/1/2022

Showing 1 to 1 of 1 entries Previous Next

Review Process – STEP 1: Verifying COI



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Verifying Conflict of Interest (COI) in InfoReady

- Review assigned nomination packets and verify if you have a Conflict of Interest (COI) with any of the nominees.
- After you have selected either “Yes” or “No” for COI, **please click “Submit Review”**. Complete this step for each nomination.
- After your COI responses have been verified, you will receive another email from InfoReady (support@inforeadyreview.com) with a link to your review assignments.

* indicates required

* If you were to review this application, would there be any potential conflicts of interest?:

Select

If you answered yes, please elaborate on the potential conflict of interest.:

SAVE AS DRAFT

SUBMIT REVIEW

Review Process – STEP 2: Formal Review



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Formal Review takes place after the Conflict of Interest (COI) step has been completed!

HELLO ISAH | SIGN OUT | HELP

HOME CREATE MANAGE **REVIEWS** APPLICATIONS PROGRESS REPORTS CALENDAR MESSAGES REPORTS

Your Reviews

Download Pending Applications (PDF)

All reviews that have been assigned to you are below. The default view displays assigned reviews you have not yet submitted (Status: Pending). The search, sort, and filtering options allow you to organize your reviews as desired. To view previously submitted reviews, change the option in the Status column to "Submitted".

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Show 100 entries Search:

Application Title	Applicant	Competition Title	Status	Due Date
Application Title	Name	2022-2023 Dr. Dionel Avilés '53 and Dr. James Johnson '67 Fellowship Program (Doctoral Nominations Round 1)	Pending	02/1/2022

Showing 1 to 1 of 1 entries Previous 1 Next

Please login with the account associated with your @tamu.edu email by clicking on the “Log In” link at the top right-hand corner of the page, and then clicking the “Texas A&M University Login” blue button. This is CAS authenticated.

Once logged in, please click on the “**REVIEWS**” tab on the top. From there, you will see your review assignments. Please choose “**Pending**” under the “**Status**” column if it has not already been chosen.

Review Process – STEP 2: Formal Review



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Hello, Hunter | Sign Out | Help

After reviewing the information provided by the nominator in the application section, be sure to look at any attached documents on the right side of the page.

REPORTS ADMINISTRATION

Application and Input

Details

Showing Review 4 of 4

← Previous Next →

Application Files

InfoReady Login Instructions (Dr. Dionel Avilés '53 and Dr. James Johnson '67 Fellowship Program) (1).pdf

Review Process – STEP 2: Formal Review



- Score each application based on the guidelines of the scoring rubric.
 - *Encouraged to provide comments*
- Scores and comments reviewed by the Grad School for biases, inconsistencies and irregularities

*Evidence of superior academic achievement: * indicates required

*Evidence of superior academic achievement such as class rank; GPA; honors or other awards; etc.

Words: 0, Characters: 0

*Rating Scale 1: 1 2 3 4 5 6 7 8 9 10
←Weak Strong→

Review Process – STEP 2: Formal Review



- Score each application based on the guidelines of the scoring rubric.
 - *Encouraged to provide comments*
- Scores and comments reviewed by the Grad School for biases, inconsistencies and irregularities

*Non-cognitive and personal attributes:

*Non-cognitive and personal attributes that speak to the nominee's research potential, adaptability, creativity, and collegiality; motivation and experience; persistence in and commitment to educational success; social and emotional skills and character traits; etc.

The screenshot shows a rich text editor interface. The toolbar includes icons for cut, copy, paste, undo, redo, text color, link, unlink, list, ordered list, indent, outdent, quote, table, source, bold, italic, underline, strikethrough, subscript, superscript, and text color. Below the toolbar is a large text area for input. At the bottom right of the text area, it says "Words: 0, Characters: 0".

*Rating Scale 3:

A horizontal rating scale with 10 buttons numbered 1 through 10. Below the buttons, "←Weak" is on the left and "Strong→" is on the right.

Review Process – STEP 2: Formal Review



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When you are finished with your ratings, please click on “Submit Review”.

IMPORTANT:

Once reviews have been submitted, you will not be able to change your scores.

These comments.

SAVE AS DRAFT

SUBMIT REVIEW

Review Process – STEP 2: Formal Review



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Your review was submitted!
Thank you for taking the time to review and provide feedback on this application.

Application and Input

Details

Dr. Dionel Avilés '53 and Dr. James Johnson '67 Fellowship Program (Masters Nominations): Application Review



Application Title: 4 Pimentel Court

Application ID: 000277

Review Deadline: Sunday, February 14, 2021

To start your review, click "Show Application Details" below to view the application.

[Show Application Details](#)

* indicates required

*Please indicate whether you approve or do not approve this application moving forward in the competition.:

I Approve I Do Not Approve

Showing Review 4 of 4

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Application Files

[InfoReady Login Instructions \(Dr. Dionel Avilés '53 and Dr. James Johnson '67 Fellowship Program\) \(1\).pdf](#)

When the page reloads, you should see this message towards the top of your screen, indicating that we have received your review.

Review Process – STEP 2: Formal Review



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Your review was submitted!
Thank you for taking the time to review and provide feedback on this application.

Dr. Dionel Avilés '53 and Dr. James Johnson '67 Fellowship Program (Masters Nominations): Application Review



Application Title: 4 Fimentel Court

Application ID: 000277

Review Deadline: Sunday, February 14, 2021

To start your review, click "Show Application Details" below to view the application.

[Show Application Details](#)

* indicates required

*Please indicate whether you approve or do not approve this application moving forward in the competition.:

I Approve I Do Not Approve

Application and Input

Details

Showing Review 4 of 4

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Next ▶

Application Files

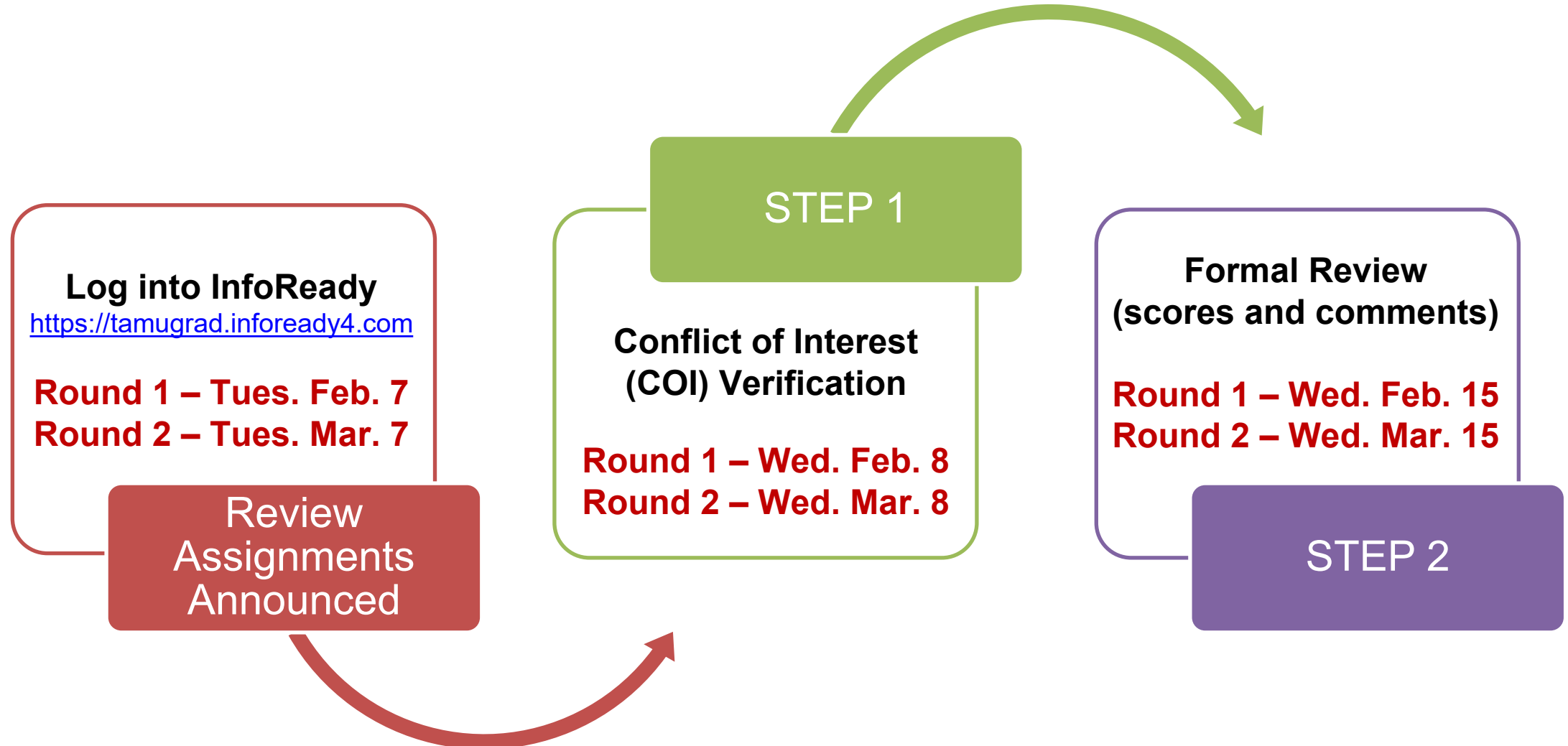
[InfoReady Login Instructions \(Dr. Dionel Avilés '53 and Dr. James Johnson '67 Fellowship Program\) \(1\).pdf](#)

Use these arrows in order to navigate between and complete any other reviews you may have been assigned.

Review Process – Summary



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Avilés-Johnson Fellowship Program Submission Deadlines



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Date	Description
Wednesday, Feb. 1 st	Round 1 Nomination submission deadline
Wednesday, Mar. 1 st	Round 2 Nomination submission deadline

- <https://grad.tamu.edu/knowledge-center/funding-and-benefits/what-is-the-aviles-johnson-fellowship>
- There is no difference between Round 1 or Round 2. We understand that departments/programs vary regarding their recruitment timelines and the two rounds hopefully accommodate for some of the variance.

Avilés-Johnson Fellowship Program Timeline (ROUND 1)



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Date	Description
Wed., Feb. 1st	Nomination submission deadline
Tues., Feb. 7 th	Reviewer assignments announced
Wed., Feb. 8 th	Conflict of Interest – deadline (24-hour turnaround time)
Thurs., Feb. 9 th – Wed., Feb. 16 th	Nomination review window
Thurs., Feb. 16 th	Reviews due from reviewers (scores and comments)
Wed., Feb. 22nd	Departmental award notifications emailed (includes students awarded as well as those not awarded)
Thurs., Mar. 2 nd – Fri., Mar. 3 rd	Award letters emailed to students and CC nominator/DH/Graduate Advisor/GOC Dean
Sat., Apr. 1 st – Sat., Apr. 15 th	Track responses from students (yes, no, no response)
Sat., Apr. 15 th	Deadline to accept fellowships

Avilés-Johnson Fellowship Program Timeline (ROUND 2)



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Date	Description
Wed., Mar. 1st	Nomination submission deadline
Tues., Mar. 7 th	Reviewer assignments announced
Wed., Mar. 8 th	Conflict of Interest – deadline (24-hour turnaround time)
Thurs., Mar. 9 th – Thurs., Mar. 16 th	Nomination review window
Thurs., Mar. 16 th	Reviews due from reviewers (scores and comments)
Wed., Mar. 22nd	Departmental award notifications emailed (includes students awarded as well as those not awarded)
Thurs., Mar. 30 th – Fri., Mar. 31 st	Award letters emailed to students and CC nominator/DH/Graduate Advisor/GOC Dean
Sat., Apr. 1 st – Sat., Apr. 15 th	Track responses from students (yes, no, no response)
Sat., Apr. 15 th	Deadline to accept fellowships

InfoReady Email Notification Address



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As a reminder...

Email notifications from InfoReady will come from the following sender and email address:

Texas A&M Graduate and Professional School
<support@inforeadyreview.com>

For questions about the Avilés-Johnson Fellowship Program, please contact:

grad-award-admin@tamu.edu



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Questions?